

COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION

Minutes of Public Meeting

April 9, 2002

The meeting of the Colusa County Children and Families Commission was called to order at 3:15 p.m. in the Morse Conference Room at the Colusa Library, 738 Market Street, Colusa, California. Commissioners Christy Scofield, Nancy Parriott, Barbara Hankins, and Nolan Gonzales were present constituting a quorum. Commissioner Dolores Gomez was not present.

Public attending: Charlette Lauppe and Kathy Davidson.

Items discussed in accordance with the publicly posted agenda were as follows:

1. Approval of March 12, 2002 meeting minutes

Commissioner Parriott moved to approve minutes of the March 12, 2002 meeting as presented; motion seconded by Commissioner Hankins. The motion was passed unanimously by voice vote (4/0).

Commissioner Gomez joined the meeting at 3:30 p.m.

2. Review outstanding invoices and approve payment of expenses

Ms. Lauppe presented a copy of the Period General Ledger Audit Trail report provided by the Auditor's Office. Commissioner Hankins asked what the entry on account 10109 listed as INVEST-MARKET VL represented. Ms. Lauppe will check with the Auditor's Office and bring the information to the next Commission meeting.

An invoice, and monthly status report was presented by Charlette Lauppe, DBA A to Z Consulting for professional services rendered to the Commission for April 2002. Invoice #00022 in the amount of \$5,080.00 for professional fees.

An invoice was presented by Charlette Lauppe, DBA A to Z Consulting in the amount of \$3,047.22 for reimbursed expenses for services to the Commission for April 2002.

An invoice #00023 for \$553.65 from Dolores Gomez for expense reimbursement related to Commission business as commissioner during the month of April.

An invoice #1094 for \$696.00 from Bright From the Start for the 200 copies of Little Steps for New Parents.

An invoice for \$1996.08 from Lakeshore Learning Materials for Invoice #2-366431 for Mini Grant award payment #01-02-MG18.

An invoice for \$1706.19 from Lakeshore Learning Materials for Invoice #2-359565 for Mini Grant award payment #01-02-MG4.

An invoice for \$1848.99 from Lakeshore Learning Materials for Invoice #2-359552 for Mini Grant award payment #01-02-MG2.

An invoice for \$1993.09 from Lakeshore Learning Materials for Invoice #2-359578 for Mini Grant award payment #01-02-MG32.

An invoice for \$1995.92 from Lakeshore Learning Materials for Invoice #2-359581 for Mini Grant award payment #01-02-MG23.

An invoice for \$1992.54 from Lakeshore Learning Materials for Invoice #2-359586 for Mini Grant award payment #01-02-MG20.

An invoice for \$1987.88 from Lakeshore Learning Materials for Invoice #2-359588 for Mini Grant award payment #01-02-MG19.

An invoice for \$1499.30 from Lakeshore Learning Materials for Invoice #2-385042 for Mini Grant award payment #01-02-MG1.

An invoice for \$1579.95 from Lakeshore Learning Materials for Invoice #2-363679 for Mini Grant award payment #01-02-MG31.

An invoice for \$1783.35 from Lakeshore Learning Materials for Invoice #2-385041 for Mini Grant award payment #01-02-MG6.

An invoice for \$1990.83 from Lakeshore Learning Materials for Invoice #2-363685 for Mini Grant award payment #01-02-MG28.

An invoice for \$447.82 from Lakeshore Learning Materials for Invoice #2-377558 for Mini Grant award payment #01-02-MG14.

An invoice for \$1941.65 from Lakeshore Learning Materials for Invoice #2-363680 for Mini Grant award payment #01-02-MG22.

An invoice for \$1825.34 from Lakeshore Learning Materials for Invoice #2-363623 for Mini Grant award payment #01-02-MG29.

An invoice for \$4994.53 from Lakeshore Learning Materials for Invoice #2-359557 for Mini Grant award payment #01-02-MG7.

An invoice for \$1579.95 from Lakeshore Learning Materials for Invoice #2-363679 for Mini Grant award payment #01-02-MG31.

An invoice for \$471.18 from Kaplan Companies Inc. for Invoice #PRE00006353 for Mini Grant award payment #01-02-MG4.

An invoice for \$184.94 from Kaplan Companies Inc. for Invoice #PRE00006354 for Mini Grant award payment #01-02-MG6.

An invoice for \$127.96 from Kaplan Companies Inc. for Invoice #PRE00006350 for Mini Grant award payment #01-02-MG2.

An invoice for \$45.54 from Kaplan Companies Inc. for Invoice #PRE00006367 for Mini Grant award payment #01-02-MG22.

An invoice for \$70.88 from ABC School Supply Inc. for Invoice #8480907 for Mini Grant award payment #01-02-MG12.

An invoice for \$60.55 from ABC School Supply Inc. for Invoice #8480910 for Mini Grant award payment #01-02-MG29.

An invoice for \$817.14 from Lakeshore Learning Materials for Invoice #2-359583 for Mini Grant award payment #01-02-MG34.

An invoice for \$1997.80 from Lakeshore Learning Materials for Invoice #2-363618 for Mini Grant award payment #01-02-MG30.

An invoice for \$929.48 from Lakeshore Learning Materials for Invoice #2-359584 for Mini Grant award payment #01-02-MG9.

An invoice for \$355.49 from Kaplan Companies Inc. for Invoice #PRE00006351 for Mini Grant award payment #01-02-MG31.

Commissioner Parriott moved to approve payment of invoiced expense items as presented; motion seconded by Commissioner Hankins. Motion was passed unanimously by voice vote (5/0).

3. Public comment and unscheduled matters (The Colusa County Children and Families Commission will not make a determination on items brought up during this portion of the agenda)

Ms. Lauppe said that the Mini Grant process was almost complete and that final site visits were completed for 10 Grantees.

4. The National Economic Development & Law Center (NEDLC)

Kathy Davidson, Child Abuse Prevention Council Chairperson, presented information to the Commission on NEDLC and explained that the organization had received a grant that allowed them to select one county in California to work with a NEDLC consultant to develop or strengthen non-profit infrastructure. Colusa County CAPC was selected as a pilot county and has been meeting with the consultant. Ms. Davidson said that CAPC would like to invite the Commission to join them in a working retreat planned at Konocti on May 4th and 5th. The Retreat will be facilitated by a NEDLC consultant to develop a work plan to guide infrastructure for the CAPC.

This was an information item and no action was necessary.

5. Parent Leadership Initiative

Kathy Davidson, Children's Services, presented information on Parent's Anonymous Inc. and how successful the Parent Leadership Initiative has been in California. Ms. Davidson is researching the benefits of bringing Parent's Anonymous training to Colusa County and invited the Commission to share in supporting available resources.

This was an information item and no action was necessary.

6. Retention Incentive Matching Funds Progress Report Due April 15, 2002

Commissioner Hankins moved to approve the Retention Incentive Matching Funds Progress Report; motion seconded by Commissioner Parriott. Motion was passed unanimously by voice vote (5/0).

7. School Readiness Implementation Funds

Commissioner Hankins moved to approve the Request for School Readiness Implementation Funds and Estimated Allocation Plan FY02/03 and give the Executive Director authority to sign for the Commission; motion seconded by Commissioner Parriott. Motion was passed unanimously by voice vote (5/0).

8. Letter of Support for Rural County Augmentations

Commissioner Gomez moved to approve the letter of support for the Rural County Augmentations to the California Children and Families Commission and to have all Commissioners and staff sign the letter; motion seconded by Commissioner Hankins. Motion was passed unanimously by voice vote (5/0).

9. Letter of Support for Child Care Development Center

Commissioner Hankins moved to give the Executive Director authority to send a letter of support for the Child Care Development Center in Colusa to Kathy Davidson, Children's Services; motion seconded by Commissioner Scofield. Motion was passed unanimously by voice vote (5/0).

10. School Readiness RFF Application

Ms. Lauppe presented a draft of the Memorandum of Understanding (MOU) document for the School Readiness RFF Application for review by the Commission. She announced that the Taskforce and Advisory Council has been scheduled for a joint meeting on April 24th to review a draft of the S.R. Application. The Commissioners voiced their support for the meeting and said they will make every effort to attend.

No action was needed at this time.

11. California Children & Families Annual Report to the State

Ms. Lauppe provided a copy of the California Children & Families Annual Report FY01/02 for review by the Commission. She said that the report was available on the CCFC web site for further review. Commissioner Scofield asked that a public hearing for the Report be scheduled during the regular Commission meeting, as a timed item, on June 11, 2002.

12. State Capitol Field Trip

Ms. Lauppe said that a field trip to the State Capitol was being discussed as a possible thank you to the School Readiness Taskforce and that a tour could be arranged by Giovanna Stark, S.R. Consultant. The Commission discussed providing mileage support and a meal for Taskforce members who participate. Ms. Lauppe will complete a cost analysis for a field trip.

13. California Children & Families Commission Conference Report

Commissioner Scofield reported on a Commissioner workshop and said that the overall conference was well attended. Commissioner Gomez said that she felt the keynote speakers were very good and that she had a better understanding of School Readiness after attending conference workshops.

14. Executive Director Report

A written report was submitted by Ms. Lauppe.

15. Adjournment

The meeting was adjourned at 5:10 p.m.

The next meeting will be held on Tuesday, April 30, 2002 at 3:30 p.m. at the Colusa County Library Morse Conference Room.

Minutes prepared by Charlette Lauppe, Executive Director to the Commission.

Attachment A: Invoice Packet & Period General Ledger Audit Trail Report

Attachment B: April 9, 2002 Executive Director's Report

Attachment C: NEDLEC Information & CAPC Technical Assistance Intervention Plan

Attachment D: Successful California Parent Leadership Initiative Expanded
Attachment E: Retention Incentive Matching Funds Progress Report
Attachment F: Request for School Readiness Implementation Funds & Estimated Alloc. Plan FY02/03
Attachment G: Rural County Augmentations Letter of Support